

October 21, 2025

**Request for Proposal
Project: Integrity Commissioner**

ADDENDUM #09-2025-001

This addendum forms part of the RFP package and amends the original Invitation to Tender issued on October 8, 2025.

Q1: Would the selection committee consider a proposal in which three individuals jointly fulfill the responsibilities of the Integrity Commissioner position?

A1: An organization of any number of individuals may fulfill the responsibilities of the Integrity Commissioner, however, one individual shall be assigned to an investigation.

Q2: Would the following academic credentials meet the educational requirements outlined in the RFP? (credentials not included for privacy purposes)

A2: The Municipality cannot assess individual credentials during the question period. Proponents must demonstrate within their submission how their qualifications meet the stated requirements in Section 4.4.2. Submissions will be evaluated based on the information provided.

Q3: The RFP contemplates the potential for an interview as part of the evaluation process. Will the interview, if conducted, take place virtually?

A3: Yes, interviews will be conducted virtually.

Q4: Can the Integrity Commissioner's work be completed remotely?

A4: Yes, the Integrity Commissioner's work may generally be completed remotely. However, depending on the nature of the work and the need for access to municipal records, facilities, or in-person interviews, travel to the Municipality may be required. Specific arrangements can be worked out with the successful Proponent.

[End of Addendum #09-2025-001]